**State Instructor’s Advisory Council**

**Agenda**

3:00-5:00 PM – Zoom.

October 20, 2023

Call to order: **By Joy Wagner-Sepulveda @ 1500**

Attending:
Arapahoe CC – Mark Beluscak

CCCOnline – Katherine Burton

Colorado Northwestern CC – Mario Sullivan (interim)

CC Aurora – Braden Neihart

CC Denver – Jo Wagner-Sepulveda

Front Range CC – Laura Wally

Lamar CC – Dr. Morgan Clark (interim)

Morgan CC – Su Wright

Otero College – Fred Boettcher

Pikes Peak CC – Betsy Tuma

Pueblo CC – Dana Trujillo

Red Rocks CC – Jorg Friedrich

Trinidad SC – Kevin Eades

Not Attending: none

Open Positions

Northeastern CC –

# Item 1) Introductions

As many of the representatives are new to the council, the council designated some time to allow current and new representatives to introduce themselves. Welcome new members!

# Item 2) Elections of Officers

Joy Wagner-Sepulveda announced the openings of all officer positions (Co-Chairs, Recorder) and then explained the duties of the officers as outlined in the by-laws. Mark Beluscak and Dana Trujillo volunteered to serve as Co-Chairs and Kevin Eades volunteered to serve as recorder. All three were elected by acclamation.

# Item 3) Changes to By-Laws

A motion was made to explore changes to the By-Laws to bring them up to date. A history (and lack of recorded history) of the By-Laws was discussed. It was also determined that the By-Laws document needs to be sent to Adjunct Instructors across the state to ensure transparency. The motion was tabled to allow for further study and propose specific changes to the document in Microsoft Teams (proposed changes are in red).

# Item 4) Update on Colorado Online @

There is concern that the process is not clear over what college is teaching which pooled section. Also, there is a concern that adjunct instructors working for CCC Online are losing sections once the transfer is complete. Joy Wagner-Sepulveda: “Where did they go to find the classes that they used to teach? Or if they want to pick up new sections of something, I don't think it's very, the process is not clear as to, you know, which colleges are teaching which classes.”

The main issue is communication from the system office to the colleges and to the instructors. Betsy Tuma stressed: “I do feel like that's a role that we have to play. Helping build that bridge … And I think it's our job as Instructor Advisory Council. To really be loud about that. Talk to your department chair, talk to your deans, let them know that there is this body of people who are willing to work. Who would like to work. Who already do this. Who don't have to be trained.”

There is also uncertainty about course-running and pay. Jorg Friedrich questioned if the pay discrepancy for adjunct instructors from different colleges had been resolved. (This pay discrepancy makes it hard for instructors at urban colleges to take on pooled sections from rural colleges.) Joy Wagner-Sepulveda stated that CCD had received a pay increase.

The proposal for the 21 credit-hour limit for ALL COLLEGES for Adjunct Instructors has not gone through and it is up to College Presidents to make decide this limit at their institutions. Could this process be streamlined across the system? While some community colleges, such as Red Rocks Community College have a tiered system to adjuncts, other colleges do not or do not advertise that that they do.

It was also noted that having pooled sections composed of students from all colleges in the system also means working with all Accommodations Departments from the individual colleges. According to Betsy Tuma” “There’s not any standardization across schools.”

# Item 5) COurse PRep Fee

It has been proposed by the CCD Adjunct Council that Adjunct Instructors should get paid to prepare their courses, especially when those courses do not make. Betsy Tuma stated that “make sure that that fee is no less than 10 percent” and that [adjunct instructors] don't want to give up the inconvenience fee for something less. “

There is also a push to ensure that course preparation is completed two weeks before the semester starts. (In the pooled sections of Colorado Online @, there is a drive for discipline faculty to have “ready-to-teach” curriculums.” All of this is an effort to streamline course delivery.

# Item 6) Course Framework

The Council looked for options for a course map on the CCCS framework, since the system has requested that faculty share curriculum, especially for Colorado Online @. Mark Beluscak demonstrated that these shells could be found at the system level of D2L. There were concerns that all instructors do not have access to this level and there were questions about sharing and uploading materials.

# Item 7) Pay Over the Course Enrollment Cap

A proposal from the Council from that previous school year that had not been approved was additional pay for courses that contain enrollments over the preset caps. This concern is especially strong in the pooled sections of Colorado Online @. There is also a concern over “fraudulent students” – those students who have a “S-number,” enroll in classes, get financial aid, and then never show up or complete assignments. Another question that was brought up was if the cap number was arbitrary. Currently, there is no system policy; the individual community colleges set their caps and decide whether they offer extra pay.

# Item 8) Ombudsman PRoposal

In Spring 2023, the SIAC proposed that an Ombudsman (third party person who is trained to advise) be hired / retained to represent Adjunct Instructors in conflicts. A history of the proposal was outlined, with Fred Boettcher stating that “the system [said] they were not going to do that.” The Council concluded that more information was needed, possibly from David Wygant.

# Item 9) Other Goals

The Council also pledged to work more closely with the State Faculty Advisory Council (SFAC). It was also suggested that the Council invite Landon Pirius to discuss the issue listed above. Finally, it was suggested that the Council invite David Wygant to a future meeting to gain a history of the proposals from the 2022-2023 academic year.

Meeting Adjourned at 5:10 PM.

Kevin Eades, Recorder